



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sharon Chambers, CAO  
**DATE:** 29/04/2016  
**SUBJECT:** Administration Activity Report  
**ATTACHMENTS:** none

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the April 29<sup>th</sup> Activity Report of the CAO for information purposes

## **EXECUTIVE SUMMARY**

The CAO provides periodic updates to Council on matters within the Administration Department and the overall Operation of the Township

## **DISCUSSION**

1. **Veolia Contract:** CAO, Veolia representatives and Operational Staff met to discuss transition matters. Veolia will be leasing trucks and the Township's trucks will be blended into the municipal fleet, offsetting future truck purchases. The Utilities Administrative Assistant is obtaining some pricing on fridge magnets that could be distributed to customers to advise them of the new contact information for water and sewer service requests.
2. **Shared Services Project:** Jeff Molenhuis will begin work as the Shared Services Director of Public Works on May 16<sup>th</sup>. Jeff will be working out of the CBO office and the CBO will have to be temporarily relocated within the North Huron office until the shared service Building Department is implemented. The current Director of Public Works will be moved to the Turnberry shop. Manager of Employee and Business Services is working to implement IT requirements to facilitate the relocation of employees and to allow for easy transfer of telephone calls to the various shared services departments. Recruitment has started for the Public Works/Building Department Administrative Assistant position.
3. **Cross Border Services Agreement – Central Huron:** The CAO, Reeve Vincent, Deputy Reeve Campbell and Councillor Seip met with representatives of Central Huron Council and their CAO to discuss a possible Cross Border Services Agreement for the Cowbell Brewery project and also addressing existing Central Huron serviced properties that are not covered under an Agreement. The 2016 budget has been amended to reflect the municipal share of the costs for the service extension pending a successful Agreement with Central Huron. The municipal portion of the costs relates to municipal benefit obtained by looping the system. A closed session update will be provided on contract negotiations.

## **FINANCIAL IMPACT**

n/a

## **FUTURE CONSIDERATIONS**

n/a

**RELATIONSHIP TO STRATEGIC PLAN**

Goal#4 – Our Administration is fiscally responsible and strives for operational excellence

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Sharon Chambers, CAO